
AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

CONTENTS

	Page
Reference and Administrative Details of the Company, its Trustees and Advisers	1
Trustees' Report	2 - 3
Trustees' Responsibilities Statement	4
Independent Examiner's Report	5 - 7
Statement of Financial Activities	8
Balance Sheet	9 - 10
Notes to the Financial Statements	11 - 19

The following pages do not form part of the statutory financial statements:

Charity Detailed Income and Expenditure Account and Summaries

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2023

Trustees	D Allum Dr D Barker Revd A Caw M Callow B Collins S Everitt D A Jackman (resigned 24 November 2022) S M Jackman (resigned 24 November 2022) J M Moon (resigned 24 November 2022) J M Walters R J Walters (appointed 24 November 2022)
-----------------	---

Company registered number	05785768
----------------------------------	----------

Charity registered number	1118296
----------------------------------	---------

Registered office	St John's House St Johns Road Epping Essex CM16 5DN
--------------------------	---

Accountants	Haslers Chartered Accountants Old Station Road Loughton Essex IG10 4PL
--------------------	---

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report together with the financial statements of the Company for the 1 April 2022 to 31 March 2023. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The charities objectives are the preservation and protection of the good mental and physical health of families and individuals through the provision of support and counselling services in accordance with Christian principles.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

Achievements and performance

a. Main achievements of the Company

In 2022-23 the charity was able to expand its operations from nine to twelve sessions of counselling offered weekly at The Box, Epping, and Hazelwood Children's Centre, Waltham Abbey, continuing to meet enquiries from all parts of the Epping Forest District. The increased demand for the service due to heightened mental health issues caused by the Covid pandemic and, more recently, the cost-of-living crisis, has continued. The service is evaluated regularly and clients have demonstrated a high level of satisfaction in the feedback forms they have completed.

Financial review

a. Finance

The charity exists to offer counselling to those who cannot afford full counsellor fees. The operation is funded by investment interest and donations from clients and grant funding. These limited funds are carefully managed. Costs have been kept to a minimum, and new savings and sources of income are regularly sought.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Structure, governance and management

a. Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Approved by order of the members of the board of Trustees on 7 December 2023 and signed on their behalf by:

J M Walters
(Chair of Trustees)

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2023

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 7 December 2023 and signed on its behalf by:

J M Walters
(Chair of Trustees)

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2023

Independent Examiner's Report to the Trustees of Affordable Counselling Epping Forest ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and Basis of Report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed:

Dated: 7 December 2023

P Thain

Haslers
Chartered Accountants
Old Station Road
Loughton
Essex
IG10 4PL

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	41,589	-	41,589	5,010
Other trading activities	4	3,415	-	3,415	2,611
Investments	5	6,310	-	6,310	6,729
Total income		51,314	-	51,314	14,350
Expenditure on:					
Charitable activities	6	16,177	-	16,177	12,776
Total expenditure		16,177	-	16,177	12,776
Net income before net (losses)/gains on investments		35,137	-	35,137	1,574
Net (losses)/gains on investments		-	(10,385)	(10,385)	4,362
Net movement in funds		35,137	(10,385)	24,752	5,936
Reconciliation of funds:					
Total funds brought forward		19,794	243,419	263,213	257,277
Net movement in funds		35,137	(10,385)	24,752	5,936
Total funds carried forward		54,931	233,034	287,965	263,213

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 11 to 19 form part of these financial statements.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)
REGISTERED NUMBER: 05785768

BALANCE SHEET
AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Fixed assets			
Investments	9	258,033	243,419
		<u>258,033</u>	<u>243,419</u>
Current assets			
Debtors	10	1,642	1,722
Cash at bank and in hand		31,190	19,512
		<u>32,832</u>	<u>21,234</u>
Creditors: amounts falling due within one year	11	(2,900)	(1,440)
Net current assets		<u>29,932</u>	<u>19,794</u>
Total assets less current liabilities		<u>287,965</u>	<u>263,213</u>
Total net assets		<u><u>287,965</u></u>	<u><u>263,213</u></u>
Charity funds			
Restricted funds	12	233,034	243,419
Unrestricted funds	12	54,931	19,794
Total funds		<u><u>287,965</u></u>	<u><u>263,213</u></u>

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)
REGISTERED NUMBER: 05785768

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2023

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 07 December 2023 and signed on their behalf by:

J M Walters
(Chair of Trustees)

The notes on pages 11 to 19 form part of these financial statements.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

1. General information

Affordable Counselling Epping Forest is a charitable organisation, registered in England and Wales, with a registration number 05785768. The address of the registered office is St John's House, St Johns Road, Epping, Essex CM16 5DN.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Affordable Counselling Epping Forest meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

2.3 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Taxation

The Company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

2. Accounting policies (continued)

2.5 Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Donations	26,089	26,089	110
Grants	15,500	15,500	4,900
	<u>41,589</u>	<u>41,589</u>	<u>5,010</u>

4. Income from other activities

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Client contributions	3,415	3,415	2,611
	<u>3,415</u>	<u>3,415</u>	<u>2,611</u>

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

5. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from local listed investments	293	293	376
Investment income - other local investments	6,017	6,017	6,353
	<u>6,310</u>	<u>6,310</u>	<u>6,729</u>

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2023 £	Total 2023 £	Total 2022 £
Direct Activity Costs	16,177	16,177	12,775

7. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Direct Activity Costs	14,431	1,746	16,177	12,775
Total 2023	<u>14,431</u>	<u>1,746</u>	<u>16,177</u>	<u>12,775</u>
<i>Total 2022</i>	<u>12,000</u>	<u>775</u>	<u>12,775</u>	

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Activities 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Rent	2,479	2,479	1,387
Insurance	135	135	135
Telephone	103	103	75
Advertising	175	175	211
Sundries	-	-	131
Bank charges	34	34	17
Counsellor fees	11,505	11,505	10,044
Total 2023	<u>14,431</u>	<u>14,431</u>	<u>12,000</u>

Analysis of support costs

	Activities 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Accountancy	1,746	1,746	775

8. Trustees' remuneration and expenses

During the year ended 31 March 2023, expenses totalling £92 were reimbursed or paid directly to 4 Trustees (2022 - £NIL Trustee).

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

9. Fixed asset investments

	Other fixed asset investments £
Cost or valuation	
At 1 April 2022	243,419
Additions	25,000
Revaluations	(10,386)
At 31 March 2023	<u>258,033</u>
Net book value	
At 31 March 2023	<u>258,033</u>
At 31 March 2022	<u>243,419</u>

10. Debtors

	2023 £	2022 £
Due within one year		
Other debtors	1,642	1,722
	<u>1,642</u>	<u>1,722</u>

11. Creditors: Amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	2,900	1,440
	<u>2,900</u>	<u>1,440</u>

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

12. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2023 £
Unrestricted funds					
General Funds - all funds	19,794	51,314	(16,177)	-	54,931
Restricted funds					
Restricted Funds - all funds	243,419	-	-	(10,385)	233,034
Total of funds	263,213	51,314	(16,177)	(10,385)	287,965

Restricted funds - all funds - This fund relates to the restricted investments held

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

12. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 March 2022 £</i>
Unrestricted funds					
General Funds - all funds	18,220	14,350	(12,776)	-	19,794
Restricted funds					
Restricted Funds - all funds	239,057	-	-	4,362	243,419
Total of funds	257,277	14,350	(12,776)	4,362	263,213

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

13. Summary of funds

Summary of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2023 £
General funds	19,794	51,314	(16,177)	-	54,931
Restricted funds	243,419	-	-	(10,385)	233,034
	<u>263,213</u>	<u>51,314</u>	<u>(16,177)</u>	<u>(10,385)</u>	<u>287,965</u>

Summary of funds - prior year

	Balance at 1 April 2021 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2022 £
General funds	18,220	14,350	(12,776)	-	19,794
Restricted funds	239,057	-	-	4,362	243,419
	<u>257,277</u>	<u>14,350</u>	<u>(12,776)</u>	<u>4,362</u>	<u>263,213</u>

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

14. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Fixed asset investments	24,999	233,034	258,033
Current assets	32,832	-	32,832
Creditors due within one year	(2,900)	-	(2,900)
Total	54,931	233,034	287,965

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Fixed asset investments	-	243,419	243,419
Current assets	21,234	-	21,234
Creditors due within one year	(1,440)	-	(1,440)
Total	19,794	243,419	263,213

15. Related party transactions

The Company has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Company at 31 March 2023.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023**

	2023 £	2023 £	2022 £	2022 £
Income				
Donations	26,089		110	
Grants	15,500		4,900	
Client contributions	3,415		2,611	
COIF Fixed Interest Fund	2,322		2,722	
COIF Investment Fund	3,695		3,631	
Shares	293		376	
	<hr/>	51,314	<hr/>	14,350
Gains/(Losses) on investments				
Gains/(Losses) on investments	(10,385)		4,362	
	<hr/>	(10,385)	<hr/>	4,362
Gross income in the reporting period		<hr/>		<hr/>
		40,929		18,712
Less:				
Charitable activities costs				
Rent	2,479		1,387	
Insurance	135		135	
Telephone	103		75	
Advertising	175		211	
Sundries	-		131	
Counsellors fees	11,505		10,044	
Bank charges	34		19	
	<hr/>	14,431	<hr/>	12,002
Support costs				
Accountancy and legal fees	1,746		773	
	<hr/>	1,746	<hr/>	773
Total expenditure		<hr/>		<hr/>
		16,177		12,775
Net income before taxation for the reporting period		<hr/>		<hr/>
		24,752		5,937

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

INCOME AND EXPENDITURE ACCOUNT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

	2023 £	2023 £	2022 £	2022 £
Taxation	_____	-	_____	-
Net income for the reporting period		<u>24,752</u>		<u>5,937</u>
Surplus for the reporting period		<u>24,752</u>		5,937
Surplus brought forward at 1 April 2022		28,537		22,600
Surplus carried forward at 31 March 2023		<u>53,289</u>		<u>28,537</u>

The notes on pages 11 to 19 form part of these financial statements.